



Billing Code: **4710-05**

**DEPARTMENT OF STATE**

[Public Notice **10100**]

**60-Day Notice of Proposed Information Collection: Training/Internship Placement Plan**

**ACTION:** Notice of request for public comment.

**SUMMARY:** The Department of State is seeking Office of Management and Budget (OMB) approval for the information collection described below. In accordance with the Paperwork Reduction Act of 1995, we are requesting comments on this collection from all interested individuals and organizations. The purpose of this notice is to allow 60 days for public comment preceding submission of the collection to OMB.

**DATES:** The Department will accept comments from the public up to **[THE FEDERAL REGISTER WILL INSERT DATE 60 DAYS FROM DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].**

**ADDRESSES:** You may submit comments by any of the following methods:

- **Web:** Persons with access to the Internet may comment on this notice by going to [www.Regulations.gov](http://www.Regulations.gov). You can search for the document by entering “Docket Number: DOS-2017-0034” in the Search field. Then click the “Comment Now” button and complete the comment form.
- **E-mail:** [JExchanges@State.gov](mailto:JExchanges@State.gov)
- **Regular Mail:** Send written comments to: U.S. Department of State, ECA/EC, SA-5, Floor 5, 2200 C Street, NW, Washington, DC 20522-0505, ATTN: Federal Register Notice Response

You must include the DS form number (if applicable), information collection title, and the OMB control number in any correspondence.

**FOR FURTHER INFORMATION CONTACT:** Direct requests for additional information regarding the collection listed in this notice, including requests for copies of the proposed collection instrument and supporting documents, to G. Kevin Saba, Director, Office of Policy and Program Support, Office of Private Sector Exchange, ECA/EC, SA-5, Floor 5, Department of State, 2200 C Street, NW, Washington, DC 20522-0505, who may be reached on 202-632-3206 or at JExchanges@state.gov.

**SUPPLEMENTARY INFORMATION:**

- Title of Information Collection: Training/Internship Placement Plan
- OMB Control Number: 1405-0170
- Type of Request: Extension of a Currently Approved Collection
- Originating Office: Bureau of Educational and Cultural Affairs, ECA/EC
- Form Number: Form DS-7002
- Respondents: Entities designated by the Department of State as sponsors of exchange visitor programs in the trainee or intern categories and U.S. businesses that provide the training or internship opportunity
- Estimated Number of Respondents: 120
- Estimated Number of Responses: 30,000
- Average Time Per Response: 1.5 hours
- Total Estimated Burden Time: 45,000 hours
- Frequency: On occasion depending on the number of exchange participants annually

- Obligation to Respond: Required to Obtain or Retain Benefits

We are soliciting public comments to permit the Department to:

- Evaluate whether the proposed information collection is necessary for the proper functions of the Department.
- Evaluate the accuracy of our estimate of the time and cost burden for this proposed collection, including the validity of the methodology and assumptions used.
- Enhance the quality, utility, and clarity of the information to be collected.
- Minimize the reporting burden on those who are to respond, including the use of automated collection techniques or other forms of information technology.

Please note that comments submitted in response to this Notice are public record. Before including any detailed personal information, you should be aware that your comments as submitted, including your personal information, will be available for public review.

Abstract of proposed collection:

The collection is the continuation of information collected and needed by the Bureau of Educational and Cultural Affairs in administering the Exchange Visitor Program (J-NONIMMIGRANT) under the provisions of the Mutual Educational and Cultural Exchange Act of 1961, as amended. Trainee/Internship Placement Plans are to be completed by designated program sponsors. A Training/Internship Placement Plan is required for each trainee or intern participant. It will set forth the training or internship program to be followed, methods of supervision, the skills the trainee or intern will obtain, and trainee or intern remuneration. The plan must be signed by the trainee or intern, sponsor, and the third party placement organization, if a third party organization is

used in the conduct of the training or internship. Upon request, trainees or interns must present a fully executed Trainee/Internship Placement Plan on Form DS-7002 to any Consular Official interviewing them in connection with the issuance of J-1 visas.

G. Kevin Saba,  
Director, Office of Policy and Program Support,  
Office of Private Sector Exchange,  
Bureau of Educational and Cultural Affairs,  
U.S. Department of State.

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